

Tipsheet

My UE: A New Interactive List of Claims

Use this interactive view to check the status of open UE claims, contact a Resolutions analyst assigned to a claim, or filter your claims history for additional insights.

Viewing Your UE Claims

Click **1** “Loss Reports and Claims Details” in the left navigation or select **2** “Loss Reports and Claims Details” from the My UE Dashboard.

The screenshot shows the My UE dashboard interface. On the left is a blue navigation sidebar with the following items: "Report a Claim", "Get Risk Advice", "My Institution", "Institution Name" (with a "Change" button), "Dashboard", "ProResponse", "Loss Reports and Claims Details" (highlighted with a yellow circle and callout 1), "UE Policy", "Risk Management Premium Credit (RMPC)", "My Team", "Ownership Documents", "Document Center", "Profile", "My Favorites", "UE Staff", "My Profile", and "Sign Out". The main content area has a header "Hi Member, welcome to My UE" and a sub-header "Institution Name" with a "Change Institution" link. Below this is a welcome message: "These digital tools provide easy, on-demand access to resources and information about your UE policies, claims, and benefits. For assistance with My UE, email uesupport@ue.org or call (301) 907-4908 and press option 4." The dashboard features several tiles: "My Favorites" (top), "ProResponse" (middle left), "Loss Reports and Claims Details" (middle right, highlighted with a yellow circle and callout 2), "UE Policy" (bottom left), and "Risk Management Premium Credit (RMPC)" (bottom right). Each tile includes a brief description and a right-pointing arrow.



You can download a report of matters reported to UE that weren't established as a claim file. Click **1** "Download FNOL" to view this report.

Refine the list of claims using these options:

- 2** Click on **View Claims** tab
- 3** **Search:** For a claim number, reporter reference ID, or claimant
- 4** **Filter:** By claim details
- 5** **Select a view:** Open claims, a six-year history, or all UE claims

Loss Reports and Claims Details

Institution Name [Change Institution](#)

Download loss reports or check the status of a claim using the tabs below. Get helpful tips in our [guide to viewing claims information](#). For assistance, email uesupport@ue.org or call (301) 907-4908 and press option 4.

Your Claims Resolution Team Leads

Aisha Fallen
Resolutions CG Team Leader
[Email Aisha Fallen](#)

Vicki Higman
Resolutions SG Team Leader
[Email Vicki Higman](#)

Reported First Notice of Loss

Don't see a matter you've reported to UE below? View your Reported FNOL for matters that are under review or have been filed as Notice Only. [Download FNOL](#)

Download a Report or Find a Claim

Loss reports can be downloaded in Excel and PDF format. The "View Claims" tab allows you to search for a claim or filter the list by claims details.

Loss Reports | **View Claims**

Inception-to-date
This report includes claimants, claim descriptions, financials, and policy information for claims reported to UE since the [Prepare Report](#)

Download a Report or Find a Claim

Loss reports can be downloaded in Excel and PDF format. The "View Claims" tab allows you to search for a claim or filter the list by claims details.

Loss Reports | **View Claims**

Search for a Claim

Search for a Claim Number, Reporter Reference ID, or Claimant [3](#)

Filter by [4](#)

Date of Loss [+](#)

Claim Status [+](#)

Line of Business [+](#)

Litigation Status [+](#)

[5](#) View: Open Claims

Claim #	Claimant	Reporter Reference ID	Date of Loss	Status	Policy	Litigation Status	Retention	Total Incurred
XXXXX	Last, First		09/19/2023	Open	CGL	No Pending Litigation	\$50,000	\$0



Check the Status of a Claim

In the list of claims, click on a claim number to view additional information about that claim, including:

- 1 Contact information for the assigned claim analyst
- 2 Claim summary and status
- 3 Claim financial information, including a **A** report of all invoices processed for that claim and the **B** balance of the retention or deductible for the claim.
- 4 Related policy information

[Report a Claim](#)

[Get Risk Advice](#)

My Institution

Your Institution Name

Change

Dashboard

ProResponse

View Claims

Loss Reports

UE Policy

RMPC

My Team ①

Ownership Documents ①

Profile

UE Staff

My Profile

Sign Out

[← Back to Claims](#)

Claim #156274

[Upload Documents](#)

Reporter Reference ID
To update the Reporter Reference ID please contact your claim analyst using the information below.

[Claim Details](#) [Documents](#)

Assigned Claim Analyst

First Last Name 1

Title

[✉ Email First Last](#)

Claim Summary 2 Re-opened

Claimant	Date of Loss	Litigation Status
First Last Name	08/01/2015	No Pending Litigation

Claim Description

Claim Status

Recent Activity	Date
Claim Reopened	03/26/2021
Closed Without Payment	10/03/2017

Financial Information 3 **A** [Invoice History Report](#)

Incurred Within Retention/Deductible \$0.00	Indemnity Reserve \$0.00	Defense Reserve \$0.00
Balance of Retention/Deductible \$25,000.00 B	Indemnity Paid \$0.00	Defense Paid \$0.00
Total Incurred \$0.00 ①		

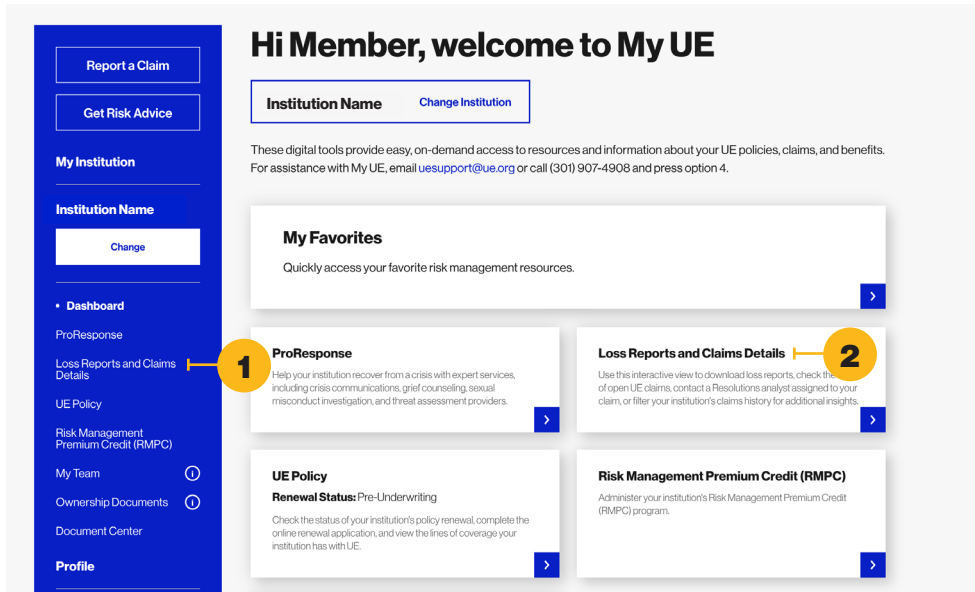
Dollar amounts in the total incurred column are amounts incurred after the deductible or self-insured retention has been met.

4 **Policy Information**

Policy CGL	Effective 04/01/2015	Limit \$1,000,000.00
Year 2015	Expiration 04/01/2016	Retention/Deductible \$25,000.00

Download Your Loss History

Click **1** “Loss Reports and Claims Details” in the left navigation or on your My UE Dashboard.



There are five loss reports available for download. These three versions include claimants, claim descriptions, financials, and policy information:

- Inception-to-date
- Open Claims
- Six-year Detail
- Six-year Summary
- Custom Policy Year

The Six-year Summary report aggregates claims financials by line of coverage and year. You can also download a Custom Policy Year report that enables you to select a policy year range for your loss report.

You can download all reports in **1** PDF format. The Inception-to-Date and Six-Year Detail reports are also available for download in **2** Excel. You also have the option to **3** exclude the claimant and claim description from the loss reports.

For assistance, email uesupport@ue.org or call (301) 907-4908 and press option 4.

Download a Report or Find a Claim

Loss reports can be downloaded in Excel and PDF format. The “View Claims” tab allows you to search for a claim or filter the list by claims details.

